

MEMO FOR DCI

15 Jan 81

From: Gary

OK
1. The President is hosting a cocktail reception for Cabinet members and senior staff and their wives on Monday at 1730. You should be able to make that without disrupting the senior officer's farewell reception too much. Recommend you go to the White House reception, stay until about 1800, and then leave for the Agency reception, arriving here at about 1830. I've talked with Bill Hart and he says there is no problem with an 1830 arrival.

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3. Charlie and I both pressed the President's scheduling office today -- but to no avail. The only thing they could recommend is that, if opportunity permits, you take the President aside for a couple of minutes on Monday before or after the presentation ceremony for you.

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4. Bob Gates asked me to remind you that the meeting with the NIOs tomorrow is also a farewell -- he thought you might want to think of some appropriate remarks.